



Homes
England

Making homes happen

Homes England Multidisciplinary Framework
Further Competition Invitation to Tender (Stage 3 Over OJEU)

Tutbury Road, Burton Upon Trent, Staffordshire, DE13 OAW

Date: 5th October 2020

Introduction

The purpose of this Invitation to Tender is to award the call off contract for the above project/commission. We ask you to respond to the questions detailed in the [Evaluation Section](#) below using the [Response form](#) and to submit your pricing using the Resource/Pricing schedule provided.

A Sifting Brief stage has already been issued by Homes England as the second stage of the tender process for the selection of a Consultant for the Homes England - Multidisciplinary – Tutbury Road, Burton upon Trent, Staffordshire. Three consultants have been invited to tender at ITT (stage 3).

The contents of this brief should be treated on a strictly confidential basis and should not be disclosed beyond the immediate team involved in the preparation of any response. Please see Chapter 13 'Duty of Confidentiality' in the Multi-Disciplinary Framework Panel Contract for details of agreed confidentiality.

Submission

ITT Deadline Monday 9th November 2020 6pm

All clarification questions relating to this tender must all be requested directly through ProContract.

Executive Summary

This commission is to appoint a professional services team to take the site forward to deliver planning certainty, principally by way of outline planning consent with all matters reserved except access. In addition, the commission will require the preparation of a delivery strategy and timetable with constraints fully identified.

Homes England will appoint a property consultant separately but will expect successful bidders to work with our consultant to ensure that the site remains deliverable and viable throughout the process.

Homes England anticipate that bidders will put together a bespoke team of leading practitioners/disciplines to meet the specific requirements of this brief. A bespoke team is required but does not necessarily have to comprise specified and approved multidisciplinary framework sub-consultants.

The project's key objectives are as follows -

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- Develop a robust planning and enabling strategy for the site to ensure the scheme is ready for delivery as soon as possible taking into account requirements for placemaking and delivery of the local centre, possibly specialist care housing and to include support engagement with the LPA and County Council, and other stakeholders as necessary;
- Drive high standards of design quality across the site, within both the built environment and the landscape/green infrastructure setting. This will be through the development of the design concept and Vision, an architect led Masterplan and Building for a Healthy Life accreditation.
- Support Homes England in its Master Developer role developing a robust cost plan, phasing and delivery strategy that is responsive to market indicators and feedback and ensuring key items of infrastructure can be robustly costed and delivered at the appropriate stages of the development. Value for money to be a key driver running throughout the project.
- Ensure a commercial, ambitious and collaborative approach is taken to the delivery of the project (working with local Partners and Stakeholders as well as the wider community);
- Ensure that the masterplan creates diversity and inclusivity for future residents and users of the site.
- Consider how a sustainable approach to development can be considered as part of the project whilst also driving value from the scheme – with a key focus being biodiversity net gain and 'Building with Nature' principles.
- Support Homes England through its approvals processes, including close engagement with the (separately) appointed property consultant advising on the project, to ensure that the outline permission and various strategies are market facing, and maximise returns to the Agency;

Details of the Site

The site is located within the administrative boundaries of Staffordshire County Council (SCC) and East Staffordshire Borough Council (ESBC). The site is located 2.2km North West of Burton Upon Trent Town Centre.

The site consists of approximately 20. hectares of predominantly agricultural land. The site is currently principally accessed via Tutbury Road and neighbours St Modwens Catholic Primary School to the west. To the east is Rolleston Road, lined by residential properties (mainly detached inter war) beyond which is a housing estate constructed in the late 90's / early 2000's.

Generally, the site slopes from a west to east / south-east direction with the lowest point of the site being the south east corner at the intersection of Rolleston Road and Harehedge Lane. Although generally sloping in a south easterly direction the site does undulate in various parts with several high and low points across the site.

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The site consists of grassed fields divided by mature hedgerows, gates and occasional fencing. The site is predominantly agricultural land except for an area near the north western boundary where the farmstead and associated agricultural buildings once stood. These buildings were demolished between 2014 and 2017, however the floor slabs of these buildings remain.

Whilst visible surface / loose asbestos on the site has been removed, a full GI will be required as part of the planning application to assess the need for any further remediation.

The site is in the ownership of Homes England.

Figure 1: Site Location Plan



Planning overview

East Staffordshire Borough Council is the local planning authority for the site.

Staffordshire County Council (the previous owner) successfully secured outline planning for the site in December 2015 for "Outline application with all matters reserved except access, for a mixed use development including up to 500 dwellings (use class C3); local centre providing up to 500 sq metres of floor space (use class A1), or public house (use class A4) together with associated car parking and servicing, specialist care housing (use Class C2); public open space; structural landscaping and provision of drainage; and internal highway network to include the provision of access junctions to the A511 Tutbury Road and Rolleston Road with public realm works to Tutbury Road to replace

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the existing traffic lights with a roundabout and realignment of Harehedge Lane and formation of two mini-roundabouts together with the construction of an off-street car park (Additional Information received 15.05.15 - Preliminary Ecological Assessment)" (P/2015/00202).

The site was split into phases with the phase one reserved matters approved in January 2019. The permission was granted for "Reserved Matters application for the erection of 110 dwellings (Phase 1) including details of appearance, landscaping, layout and scale (Revised plans received)" (P/2017/01556 refers) .

On reviewing the options for the site in the context of the extant permission, it was considered that the application was undeliverable due to the existence of several trigger points on commencement of development. After discussions with the local authority it was agreed that a new outline application would be submitted in order to review the application considering current policies, and with an aim to drafting a more deliverable s106 agreement for future disposal.

There are several reports that were undertaken as part of the outline and reserved matters submission. Due to the age of these reports it is anticipated that these reports will need to be updated and supplemented as part of the preparation of a new outline planning application. However, in anticipation of the submission of a new outline application in spring/summer 2021 consultants have been appointed to complete the range of ecology work required for submission. However, due to timeframes the GCN population survey will not be available until Spring 2021. This should be reflected in the proposed programme.

A copy of the 2020 Preliminary Ecological Appraisal is at Appendix B. Full copies of any historical reports are available on the local authority's website.

General site constraints and considerations

Environmental Statement

East Staffordshire Borough Council have confirmed that an EIA is not required for this development. However, separate cost should be included in the resource and pricing schedule should a new EIA screening opinion be required.

Ecology

A 2011 Phase 1 ecology survey was done to support the original outline planning application. The 2020 Preliminary Ecological Appraisal can be summarised as follows:

- The habitats present on Site are generally common and widespread both locally and nationally and are of limited conservation importance. No priority habitats were identified on Site.
- Several hundred metres of hedgerow are present within the Site which, if lost through development of the site, would likely have a negative impact on biodiversity at the Site.

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- No evidence of badger was identified at the site. Development of the site is unlikely to have any negative effects on badgers.
- The site provides low potential foraging/commuting habitat and negligible roosting opportunities. All the trees in question were revisited in 2020 and none of the features previously recorded could be observed from ground level or were no longer present.
- The nature of the habitats present suggest that it is unlikely that the site will be of conservation significance to assemblages of breeding or wintering birds.
- The nature of the habitats present suggest that it is unlikely that the site will be of significant conservation value to GCN. However, due to the proximity of the potential GCN breeding pods and the level of protection received by GCN, it will be necessary to undertake further survey assessment to determine the presence or absence of the species in waterbodies that are not separated from the site by barriers.
- It is considered unlikely that reptiles are present at the site.

Ground Investigation

A ground investigation (GI) report was undertaken by Opus in 2011 and provides useful information to help characterise the ground conditions at the site, although no exploratory holes were excavated in the area of the former farm. A full GI will be required and should provide sufficient level of detail to support the planning application and assess the need for any further remediation. The GI will also be required to identify any ground related abnormal development costs to inform outline foundation solutions and site viability.

Access

It is proposed that the site will have two vehicular access. One off the Tutbury Road (A511) and the other via Rolleston Road. In both cases the access junction will be in the form of a ghost island priority junction.

The previous planning permission also required various off-site highway improvements, including a dumbbell roundabout near the southeast corner of the site.

Services/Utilities

Previous reports have indicated that the public sewer system does not currently have capacity to serve foul or surface water drainage from the site. Severn Trent is currently undertaking construction works to increase the foul network capacity and provide capacity for the site. This includes a new storage system in the southeast corner of the site.

Historic Environment

Archaeological investigation on the site found very little of archaeological interest and was concluded to be negligible.

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A desk-based assessment and historic hedgerow assessment would likely be required in support of an outline planning application. Based on existing evidence and previous planning decisions for similar development of the site it is expected that geophysical survey and field evaluation could be completed as part of a condition attached to an outline permission.

Air Quality Noise and Vibration

A comprehensive air quality assessment will be required for the outline planning application. Any planning application should illustrate to the LPA that the internal levels within dwellings meet the relevant criteria from BS 8233:2014 for noise.

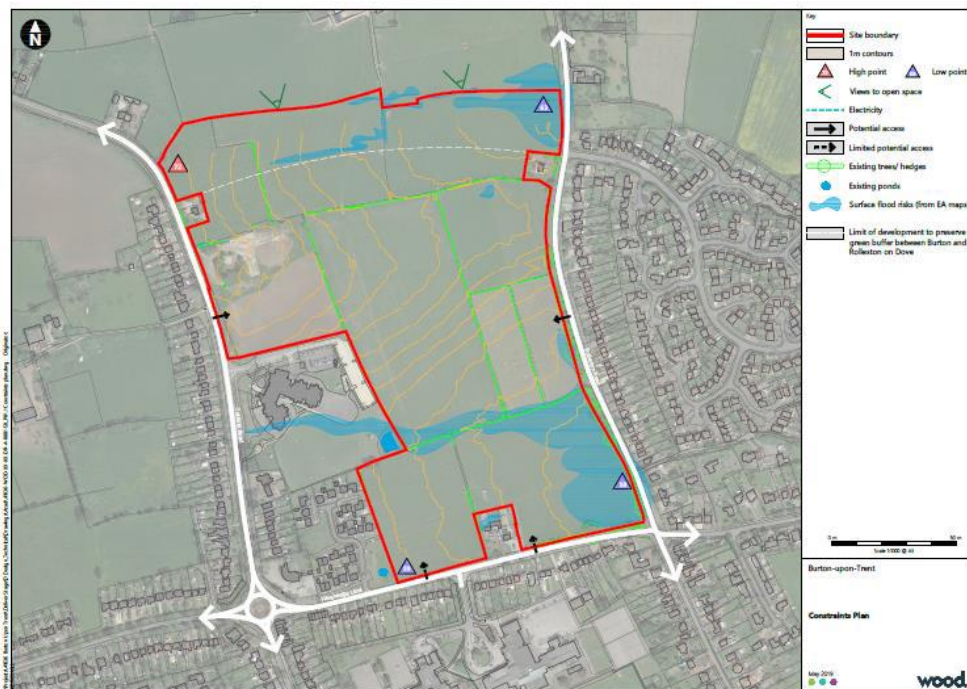
Flood risk

The site is situated within Flood Zone 1. for fluvial flooding, however, the Environment Agency mapping indicates that parts of the site are at risk from surface water flooding, notably the southeast corner.

A flood risk assessment and outline drainage strategy will need to be prepared for the site. Appropriate areas of land will need to be set aside within the masterplan at suitable locations to manage surface water flooding

Consultants have already been appointed to provide an initial appraisal of site drainage and the impact that the new Severn Trent (ST) foul sewerage scheme could have on site development. This work includes surface water modelling of the baseline condition and following changes in site levels resulting from the proposed ST works. This modelling will be warranted and made available for the appointed multi-disciplinary consultant to use.

Figure 2: Constraints Plan



Site Information

The following documents are attached as appendices:

Appendix A – Site constraints plan

Appendix B - Preliminary Ecological Appraisal

Appendix C – Table of supporting documents required as agreed with the Local Planning Authority

Scope of the appointment

There is now a need to tender to appoint a multi-disciplinary consultant team from the Homes England Multi-disciplinary Framework to progress the planning certainty on the site . However, review dates / break clauses will be incorporated into the appointment to ensure project requirements and expectations are met.

Homes England is mindful that one consultancy may not have access to all of the expertise needed to fulfil this brief. Homes England encourages consultants to collaborate as needed to ensure the highest level of advice in each of the areas as set out below. The lead consultant will oversee the appointed project team as well as utilise specialist sub-consultants as required throughout the project. The appointment of any sub-consultants not already included within the Supplier's framework agreement will need to be approved by Homes England.

The Brief

The below sets out the key work streams that are expected to be required as part of the commission. These are listed in order of priority weight to be given to the responses

1. Planning Application

Homes England will act as the applicant for the site and will be responsible for submission of the planning application pack once all technical documentation has been received. Homes England will also be responsible for the drafting and submission of the application forms, the planning statement and the s106 draft heads of terms. Home England will lead the planning application through the pre-application negotiations, the submission of the application through to determination.

The successful multi-disciplinary team will be expected to:

- Support Homes England with their pre-application engagement with East Staffordshire Borough Council, Staffordshire County Council and other statutory stakeholders and provide feedback and updates from these discussions to the full project team and client team. To supply any supporting documentation as required for

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pre application engagement and screening opinion if required. An indicative cost for a EIA should be included separately in the resource and pricing schedule.

- Assist with the preparation and submission of outline planning application and supporting documents which are required to support a planning application and a positive and deliverable consent and in line with the local plan. The successful team will be expected to project manage and co-ordinate the preparation of the technical reports which will be provided to Homes England, who will act as applicant/ agent for the application
- Assist with the preparation of draft S106 heads of terms and assist with the S106 negotiations and review of planning conditions to ensure a market facing and deliverable planning consent.
- Develop an architecturally led design vision and phased masterplan to support the planning application and accelerate future delivery of the site. These documents will need to ensure delivery of high quality design and place making across the individual phases and comprehensive linkages with the surroundings that accord with the design code and are in line with Building for a Healthy Life, Building with Nature and designs that encourage low / zero carbon living
- Lead and co-ordinate the multidisciplinary team to manage inputs and deliverables across the project.
- Provide regular updates and project briefings to ensure best practice from the project is captured and communicated to ensure close working with Homes England and the appointed sub-consultants.
- Adopt and provide strong and effective project and stakeholder governance.
- Develop, prepare and deliver a comprehensive public engagement strategy for the outline planning application for the site should it be required. The strategy to be agreed with Homes England before being implemented. To include hard to reach groups and the wider public and potential future residents of the site.

2. Technical Elements

Infrastructure

- Identification of infrastructure requirements including utilities capacity and any necessary reinforcement costs and programme.
- Assessment of infrastructure requirements including concept design, testing, phasing, costing , need and preparation of an Infrastructure Delivery Plan.
- Preparation of full cost plan to take account of all build costs and infrastructure requirements, to be kept under quarterly review through the life time of the project.
- Consider long term stewardship and adoption of all social, economic and engineering infrastructure elements (inc. public realm, greenspace, SuDS drainage etc.) providing:
 - GIS mapping and register of all infrastructure elements
 - Recommended approach to long term stewardship of each element

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- Risk of possible non-statutory adoption of each element

Ground Investigation

- Undertake GI to provide a sufficient level of detail to support the planning application, assess the need for any remediation, identify any ground-related abnormal development costs and inform outline foundation solutions and site viability. An interpretative GI is required covering geo-environmental and geotechnical aspects of site development. The appointed consultant would be required to take the role of Principal Designer under the CDM Regulations 2015.
- The appointed consultant shall directly employ a drilling/ground investigation contractor(s) and shall identify the proposed GI works costs separately from the consultant's fees (using the Resourcing and Pricing Schedule worksheets). Details of the scope of the proposed ground investigation works shall be provided, including type and depth of exploratory holes, field testing, gas/groundwater monitoring and laboratory testing.
- Dependent of the findings of the GI, the appointed consultant may be required to prepare a Remediation Strategy for approval by the LPA. The price for this shall be identified as a separate item in the Resourcing and Pricing Schedule.

Remediation and Reclamation

- Dependent on the findings of the GI and Homes England's site disposal strategy, the appointed consultant may be required to prepare a remediation and reclamation contract (potentially including the removal of concrete slabs and foundations and remediation of any contamination identified in the former farm area) in liaison with Homes England's solicitor, assist in procurement of a remediation contractor via ProContract, take the role of Project Manager and Supervisor under an NEC construction contract and prepare a Validation Report on completion. The programme and pricing schedule should assume this is required and a separate price shown for these elements. For the purposes of comparing tenders, a four week period should be assumed for the remediation works.

3. Ecology and Biodiversity Net Gain

- Liaise with appointed ecology consultants to undertake a biodiversity net gain assessment and all other and associated work required. Achieve biodiversity net gain by designing the development to avoid sensitive habitats, enhancing habitats that are in poor condition and creating new habitats.
- Homes England wishes to consider how to take account of a likely universal requirement to demonstrate 10% biodiversity net gain. In response to such a requirement, supporting documents would need to demonstrate a robust approach incorporating the use of biodiversity calculations to provide pre- and post- intervention scores. This approach should also demonstrate how any required mitigation and compensation will be secured and provide technical support for the evaluation of any required offsite options. An early understanding of site

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biodiversity value and key development constraints is likely to result in more straightforward approach to measuring, assessing and delivering biodiversity net gain. It could also maximise opportunities to achieve improvements on site, reducing the need for offsite compensation which may be more costly or challenging to secure.

4. Economic and Commercial input

- Prepare a delivery strategy in conjunction with our appointed property consultants to provide soft market testing and viability options for the Local Centre and specialist care site including ongoing management.
- Make recommendations on how to accelerate delivery

It is currently envisaged that Homes England will appoint either via their Developer Partner Panel to build out phases or , if insufficient interest, on the open market, with the selected partner responsible for discharge of planning conditions/obligations including s.106 agreements and obtaining reserved matters approvals for each phase.

The appointed Consultant may be asked to support the marketing and disposal of both the residential and commercial elements of the site via either the DPP or an off market disposal to include as follows 1-assistance to Homes England to prepare the Tender pack for the Disposal ITT (s) 2 - support assessment of the bids/documentation and 3 - support to conclude the Building Lease with the preferred Development partner. This second phase of work is not yet fully defined, and the scope and pricing would be later agreed based on your standard rates proposed for similar items within the resource and pricing schedule.

Specific contractual terms (insurance, warranties etc.)

As provided for within the Framework Agreement, warranties to Homes England's preferred development partner will be required for all reports provided by the selected professional services team at no additional cost.

The liability limitation is as noted in the Multidisciplinary Consultancy Framework documentation. There will be no reduction in the liability cap due to the anticipated scale of this commission.

Additional Information

Key Deliverables

Design is a key priority for all partners and it will be crucial to ensure that the correct designers are appointed. Please ensure in your response you are clear how the designer as sub consultant (if appropriate) will be managed.

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The chosen supplier will need to work with the property consultants once appointed, Strategic Communications and Homes England communication team.

Programme

It is one of Homes England's objectives to accelerate the delivery of homes on this site and the selected team will need to drive the project forward. Bidders will need to provide as part of their ITT submission, a comprehensive programme that identifies tasks and shows how they will meet these time critical milestones. The bid should also include a risk assessment of tasks, timescales and meeting the critical milestones that will be reported on weekly, in written form.

Milestones

Milestone	Date
Appointment of recommended Multi-Disciplinary Consultant team	December 2020
Pre application engagement started	February 2021
Technical Surveys completed for submission	31 st March 2021
Masterplan Design 'freeze'	April 2021
Ecology surveys completed for submission	May 2021
Outline Planning Submission (including s106 heads of terms)	June 2021
Resolution to grant	November 2021
Outline Planning Granted (including 6 week JR Period)	March 2022

The Services

This is a wide ranging appointment and therefore it is not possible to detail out every element of the proposed instruction. The appointment will be dealt with in phases to allow for review of the current phase and confirm the detail of the commission and the price on the next stage. It would be helpful if you could propose the method by which you will carry out this instruction and suitable break points to review the scope of work. We also reserve the right to progress or terminate this commission at each stage should Homes England's financial position change significantly, consistent consultant underperformance or for mutually agreed reasons.

Further to the publication of "Planning for the Future" it is acknowledged that the approach to the delivery of the project and the scope of services may need to change during the lifetime of the commission. It is recognised that as the commission progresses other services may also be required. Provision has therefore been made to extend the

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scope of the commission either through supplementing existing or adding new work stages – with prices to be agreed at the commencement of each new work stage.

Payment of Fees

Fees will be paid on satisfactory completion of specific milestones/tasks/packs of work. A detailed payment schedule will be agreed with the preferred bidder, but an indicative invoice schedule/program should be included in this submission. The following gives an example of how this is anticipated to work - bidders are expected to break down each element into a specific Milestone/Task/Pack of Work including team members and fixed fees:

This is to ensure that both quality and timescales are maintained at all times.

Instructions

The procurement timetable that Homes England is working towards is set out below

Stage	Timing
Notification of Sifting Brief outcome	Friday 2nd October 2020
ITT issued to selected bidders	Monday 5th October 2020
ITT deadline	Monday 9th November 2020
Evaluation of Tenders (including interviews)	Monday 9th November – 27th November 2020
Notification of Successful bidders to be put forward to interview.	20th November 2020
*Interviews (if required) of Successful bidders (to be allocated randomly)	Thursday 26th November 09:00 Thursday 26th November 10:30 Thursday 26th November 13:00
Notification of Preferred bidder	Monday 30th November 2020
10-day standstill period	Monday 30th November – Wednesday 9th December 2020
Inception Briefing (including exchange of knowledge with existing consultant team)	Thursday 10th December 2020

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*** Interviews will take place only if a decision cannot be reached on the written ITT submission only. Interview will consist of a 45-minute presentation and 15 minutes for questions.**

Your response **must** be submitted via the e-tendering portal (ProContract).

All requests for further information in respect of this Further Competition must be sent using ProContract. No approach of any kind should be made to any other person within, or associated with, Homes England.

Suppliers should specify in their clarification questions if they wish the clarification to be considered as confidential between themselves and Homes England. Homes England will consider any such request and will either respond on a confidential basis or give the Supplier the right to withdraw the clarification question. If the Supplier does not elect to withdraw the question and Homes England considers any clarification question to be of material significance, both the question and the response will be communicated, in a suitably anonymous form, to all prospective Suppliers who have responded.

All responses received and any communication from Suppliers will be treated in confidence but will be subject to the above.

Please note all communications during the tender period will be via the ProContract website all bidders that have registered their interest for the Procurement will receive a direct email notification from ProContract on any updates via the suppliers registered email address. It is the Suppliers responsibility to check the ProContract website for any updates to the Procurement process. No claim on the grounds of lack of knowledge of the above mentioned item will be entertained.

Please refer to ProContract for the **Tender Deadline**.

EVALUATION CRITERIA

Quality will account for **60%** of the Overall Score. The following scoring methodology will apply:

5 – Excellent Satisfies the requirement and demonstrates exceptional understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services. Response identifies factors that will offer potential added value, with evidence to support the response.

4 – Good Satisfies the requirement with minor additional benefits. Above average demonstration by the Supplier of the understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services. Response identifies factors that will offer potential added value, with evidence to support the response.

3 – Acceptable Satisfies the requirement. Demonstration by the Supplier of the understanding and evidence in their ability/proposed methodology to deliver a solution for the required supplies/services.

2 - Minor Reservations Some minor reservations of the Supplier’s understanding and proposed methodology, with limited evidence to support the response.

1 – Major Reservations/Non-compliant Major reservations of the Supplier’s understanding and proposed methodology, with little or no evidence to support the response.

0 - Unacceptable/Non-compliant Does not meet the requirement. Does not comply and/or insufficient information provided to demonstrate that the Supplier has the understanding or suitable methodology, with little or no evidence to support the response.

PLEASE NOTE IF YOUR RESPONSE SCORES 0 OR 1 FOR ANY ONE QUESTION YOUR OVERALL SUBMISSION WILL BE DEEMED AS A FAIL.

Number	Criteria	Demonstrated by	Weighting
1	<p>Proposal</p> <p>Methodology Statement to deliver proposed scope of work and anticipated services, providing details of how these will be delivered, where and why you would propose to alter the scope of work (if required) particularly if any gaps are identified. Outline project risks and issues.</p>	<p>Homes England consider the following as key work streams / disciplines in delivering this scheme:</p> <ul style="list-style-type: none"> • Planning application, • Technical elements including Infrastructure requirements, ground investigation and remediation and reclamation • Ecology and biodiversity net gain • Economic and commercial input <p>For each of the above, and referring to the scope of services, please set out the following, as appropriate:</p>	[20]%

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	<p><i>The proposal should be a maximum of 8 sides of A4 with font size 11</i></p>	<ul style="list-style-type: none"> • Method and approach explaining how the commission will be undertaken (management arrangements to be explained in Q2) • Identification of other information that may be required • Areas of innovation/opportunities to add value • Risks and issues to delivery with mitigation solutions 	
2	<p>Management Arrangements</p> <p>The Agency expects strong project management of the commission to keep the deliverables on track and in budget. Can you demonstrate how you would manage a commission of this scale and how risks would be mitigated?</p> <p><i>The proposal should be a maximum of 4 sides of A4 with font size 11</i></p>	<p>Provision of details of how the project team will be managed including the sub-consultant team and how the sub-consultant team/ technical consultants contracting arrangements will be managed.</p> <p>Provision of details of how the client relationship will be managed including regularity of meetings, management of meetings, client reporting and an indicative schedule for fee payments.</p> <p>Provision of communication strategy for the client.</p> <p>Provision of details of how community and stakeholder engagement will be managed, including disseminating the information through the wider consultant teams to ensure a consistent message.</p> <p>Escalation management details, explaining how unforeseen problems are dealt with at a company level</p> <p>Task specific organogram for team structure. This is not included within the page limit.</p>	[15]%
3	<p>Proposed Staff</p>	<p>Provision of details of who will be involved in the commission including sub consultants supported by CVs for key staff members. CVs should include details of specific projects</p>	[15]%

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	<p>Full staff details for those proposing to carry out the works including any sub-consultants. To include time allocation, fees and detail of relevant experience</p> <p><i>Maximum page limit = 2 sides of A4 size 11 font</i></p> <p><i>Supported by bespoke to project CVs for key members of staff (CV's not included in the 2 side page limit and can be appended but should be no more than 1 A4 page each).</i></p>	<p>each staff member has worked on that would support this project / are comparable to this project and how they would add value to the project. Details of projects where the lead and subconsultants have worked together successfully.</p> <p>Details of proposed time allocation of staff members to various elements of the scope. Ensure clarity on who is leading on different thematic areas.</p> <p>Inclusion of organograms from previous projects where the same team members have worked together, where relevant.</p>	
4	<p>Programme/Timescales</p> <p>Comprehensive programme which demonstrates your understanding of the project and key milestones which need to be achieved (Gantt Chart must be included. These may challenge and / or contradict the timescales outlined within the Tender Brief).</p> <p><i>Maximum page limit = 4 sides of A4 size 11 font</i></p>	<p>How will you ensure the team gets up to speed following appointment?</p> <p>Please set out appropriate milestones and key trigger points in the project. A Gantt Chart must be included to reflect each key work stream and suitable breaks for review. This can be produced in A3, but would count towards 2 pages of your A4 limit.</p> <p>Set out key risks to achieving this programme and how you will proactively mitigate these.</p> <p>If there is variation to the timescales outlined within the brief, please provide supporting information.</p> <p>The programme should reflect Homes England's financial year by month/quarters. E.g. Q1 = April – May, Q2 = June – Aug, etc</p>	[10]%

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Price will account for 40% of the Overall Score. The lowest price will gain the maximum marks with other prices expressed as a proportion of the best score using the maths explained in the worked example below.

The contract will be awarded on the basis of the overall most economically advantageous tender submitted to Homes England.

Criteria	Demonstrated by	Weighting
Price	Completed Resource and Pricing Schedule detailing each of the elements of the scope separately. Please submit this in PDF and Excel format.	[40]%

Worked Example

How your scoring will be used to give a weighted score

Bidder	Question	Score out of 5	Weighting	Weighting Multiplier	Weighted Score	Total Weighted Score
Supplier A	1	3	20%	4	12	31
	2	4	15%	3	12	
	3	3	15%	3	9	
	4	2	10%	2	4	
Supplier B	1	5	20%	3	20	41
	2	4	15%	3	12	
	3	4	15%	2	12	

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	4	3	10%	2	6	
Supplier C	1	2	20%	3	6	n/a (fail)*
	2	1	15%	3	n/a	
	3	2	15%	2	6	
	4	2	10%	2	4	

* in the example above Supplier C's pricing will not be scored

Worked example of how your price will be used to calculate a score

Bidder	Form of Tender price	Lowest price/Supplier's price (as %)	Price Score (out of 50)
Supplier A	350	$350/350 = 100\%$	$100\% * 50 = 50$
Supplier B	700	$350/700 = 50\%$	$50\% * 50 = 25$
Supplier C	250	n/a	n/a

Worked example of Overall Score and Ranking

Bidder	Total Quality Score	Price Score	Total Score	Ranked Position
Supplier A	31	50	81	1
Supplier B	41	25	66	2
Supplier C	n/a	n/a	n/a	n/a

RESPONSE FORM

To enable Homes England to evaluate your tender, we require Suppliers to respond to the questions below whilst making reference to the evaluation section above.

Please refer to the evaluation section for page limits for each question. Any text beyond this will be ignored and will not be evaluated. Additional information included in appendices (other than CVs) will be ignored and will not be evaluated.

1. Proposal

2. Management Arrangements

3. Proposed Staff

3. Programme/Timescales

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